

Woodbridge Board of Education
Woodbridge Board of Education Regular
Meeting
Monday, October 18, 2010 7:00 PM

Woodbridge Board of Education October 18,
2010 Regular Meeting Library Media Center
7:00 PM Beecher Road School

Agenda

- I. **Preliminary Business**
 - A. Call to Order
 - B. Salute to the Flag
 - C. Correspondence
 - D. Public Comment
- II. **Consent Agenda**
 - A. Approval of Meeting Minutes
 1. September 20, 2010 Regular Meeting
 2. October 4, 2010 Special Meeting
- III. **Reports**
 - A. Superintendent's Report
 1. BRS Update
 - a. BRS Monthly Enrollment Report
 - B. PTO Update
 - C. Facilities Committee Report
 - D. BRS Building Committee
 1. Receive recommendation from October 5, 2010 Meeting
 - E. Policy Committee
 - F. CABA Liaison Report
 - G. ACES Liaison Report
- IV. **New Business**
 - A. Act on 2010/11 Consolidated Grant
 - B. Ratify Certified Staff Appointment
- V. **Finance**
 - A. Approval of Financial Reports from Finance Committee
 1. Monthly Summary Financial Report Ending September 30, 2010
 2. Monthly Detail Financial Report Ending September 30, 2010
 3. Combining Financial Statements Through September 30, 2010
 - B. Timeline for 2011/12 Budget Process
- VI. **Old Business**
 - A. Act on 2011/12 Capital Budget Submission
 - B. Discuss and Act on Board function as Committee of Whole
 1. Act to Suspend Policy 9132 - Standing Committees
- VII. **Other**
 - A. Public Comment
 - B. Executive Session, in accordance with State Statute
- VIII. **Adjournment**

Community Relations

Public Complaints

All complaints regarding the school system or individuals employed by the Board shall follow appropriate protocol. Issues concerning staff should first be discussed with the individual. If satisfaction has not been achieved, complaints should be directed to the Principal of the school or to the Superintendent. The individual making such complaints shall expect a courteous and prompt reply after an investigation of such complaints. The Board shall be informed of such complaints when, in the opinion of the Superintendent, they are of such magnitude as to damage the image or reputation of the schools.

Board members and district employees shall refer persons registering with them complaints or concerns about the schools to the most immediate level at which the problems can be resolved. Parents should be made aware of the proper channels of communication and appeal.

To secure the earliest possible solutions, public complaints or concerns from parents or other members of the community should follow this sequence:

1. Classroom complaints, concerns, or problems are first directed to the teacher involved. If the matter cannot be settled by the teacher, it should be brought to the principal.
2. Complaints and concerns concerning the school, its operation and its instructional programs are first directed to the school principal. He/she may try to resolve the matter or request an appropriate person to investigate the complaint.
3. If the matter cannot be settled satisfactorily by the Principal, it may be brought to the Superintendent of Schools.
4. If the matter is not resolved by the Superintendent, it may be directed in writing to the Chairperson, Woodbridge Board of Education, who shall review the matter with the members of the Board of Education.
5. The Board of Education's decision is final and binding unless the law allows additional recourse.

Adopted by the Board: 3/29/93; Revised 3/15/04

MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING

Monday, September 20, 2010
Library Media Center, Beecher Road School

CALL TO ORDER: Ms. McCreven, Chair called the meeting to order at 6:31 PM.

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. David Barkin, Dr. Clotilde Dudley-Smith, Dr. Steve Fleischman, Ms. Margaret Hamilton, Dr. Thomas Handler, Mr. Carl Lindskog, Mr. Mark Livesay and Dr. YanYun Wu.

STAFF: Dr. Guy Stella, Superintendent and MaryLou Torre, Intermediate Grades Principal.

The Board invited Dr. Stella and Ms. Torre into Executive Session to conduct an Exit Interview.

MOTION #1 – EXECUTIVE SESSION (6:32 PM)

Move that we enter Executive Session to conduct an Exit Interview.

Dr. Handler
Second by Dr. Fleischman
UNANIMOUS

The Board conducted an Exit Interview and returned to Public Session (7:15 PM).

CALL TO ORDER: Ms. McCreven, Chair called the meeting back to order at 7:20 PM.

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. David Barkin, Dr. Clotilde Dudley-Smith, Dr. Steve Fleischman, Ms. Margaret Hamilton, Dr. Thomas Handler, Mr. Carl Lindskog, Mr. Mark Livesay and Dr. YanYun Wu.

STAFF: Dr. Guy Stella, Superintendent; Al Pullo, Director of Business Services/Operations; Carol Bequary, Primary Grades Principal; MaryLou Torre, Intermediate Grades Principal; Sheila Haverkamp, Special Services Director and Marsha DeGennaro, Clerk of the Board.

MEMBERS OF THE PUBLIC: Joe Holowienko, WEA; Nancy White, Teacher; James Elmasry, Steve Orlansky, Newman Architects and Alan Aldag, BVH Engineers; Dr. Junqi Ding, Pua Ford, community.

BOARD CORRESPONDENCE

The Board received a FOI request related to transportation services.

PUBLIC COMMENT - None

MOTION #2 - MODIFY AGENDA

Move that we modify tonight's agenda and add action on the Primary Mental Health Grant as Item 4.2 under New Business.

Dr. Dudley-Smith
Second by Mr. Fleischman
UNANIMOUS

CONSENT AGENDA

Minutes

MOTION #3 – MINUTES, JULY 19, 2010 REGULAR MEETING

Move that we approve the minutes of the July 19, 2010 Regular Meeting.

Dr. Dudley-Smith
Second by Dr. Fleischman

Mr. Livesay requested corrections to Motions 2, 3, 4, 5 and 6 as the recording of the “against” and “abstain” votes order were reversed.

MOTION #3A – MINUTES, JULY 19, 2010 REGULAR MEETING

Move that we approve the minutes of the July 19, 2010 Regular Meeting as amended.

Mr. Livesay
Second by Dr. Dudley-Smith
IN FAVOR: Messrs. Barkin, Lindskog, Livesay; Drs. Dudley-Smith, Fleischman, Wu,
Ms. Hamilton and Ms. McCreven
ABSTAIN: Dr. Handler

MOTION PASSES 8-0-1

MOTION #4 – MINUTES, JULY 29, 2010 SPECIAL MEETING

Move that we approve the minutes of the July 29, 2010 Special Meeting.

Dr. Dudley-Smith
Second by Ms. McCreven
UNANIMOUS

MOTION #5 – MINUTES, SEPTEMBER 7, 2010 SPECIAL MEETING

Move that we approve the minutes of the September 7, 2010 Special Meeting.

Dr. Dudley-Smith
Second by Dr. Fleischman

Mr. Livesay requested that on Page 1 “entered Executive Session” be changed to “entered into Executive Session”.

MOTION #5A – MINUTES, SEPTEMBER 7, 2010 SPECIAL MEETING

Move that we approve the minutes of the September 7, 2010 Special Meeting as amended.

Mr. Livesay
Second by Dr. Dudley-Smith
IN FAVOR: Messrs. Lindskog, Livesay; Drs. Dudley-Smith, Fleischman, Wu,
Ms. Hamilton and Ms. McCreven
ABSTAIN: Mr. Barkin and Dr. Handler

MOTION PASSES 7-0-2

REPORTS

Superintendent’s Report

- **Beecher Road School Update** – Superintendent Stella highlighted the new web master, development of policy changes regarding technology and posting of student work on the web, current enrollment numbers, Constitution Day and noted that Teacher of the Year, Peter Halsey, is a semi-finalist in the selection of “Connecticut Teacher of the Year”.
- **Tri-State Report** – Ms. Torre outlined the process noting that this report does not determine what is good or not, but rather provides information for the district to move forward to the next level of performance within the identified indicator. The report provides honest feedback on a year-long self-study. The full report is available on the district web site.
- **CMT Report & Action Plan** – Ms. Torre and Ms. White presented an overview of the 2009/10 CMT results as well as the Action Plan for 2010/11. The DRG B standings for student achievement at or above goal are:

	<u>Grade 3</u>	<u>Grade 4</u>	<u>Grade 5</u>	<u>Grade 6</u>
Math	81.4	87.0	92.0	89.6
Reading	78.2	83.7	89.8	88.9
Writing	68.3	80.2	93.5	84.3
Science			90.2	

Individual content strands, cohort/gender groups and the percentage of students at or above goal and Adequate Yearly Progress scores were also shared. These results are being reviewed by grade level teams and will serve to help guide instruction during the year. While there was agreement CMT's are a "snapshot" in time, questions were raised regarding the effectiveness and consistency of teaching from grade-to-grade as well as among grade levels, implementation of Readers/Writers methodology and identification of measures to ascertain progress and student growth. It was suggested that consideration be given to presenting a different data analysis depicting actual student growth/progress by individual classes and/or grades.

BRS Building Committee – Messrs. Elmasry, Orlansky and Aldag presented a brief overview of several conceptual proposals currently under consideration by the Building Committee. It is anticipated the Building Committee will meet in early October to refine and select a plan to recommend to the Board of Selectmen.

PTO Update – Ms. Hamilton highlighted the Kindergarten Social Night, the Halloween Hoot and the Student Directory.

Facilities Committee – No Report

Mr. Barkin left the meeting (9:42 PM)

Policy Committee – Mr. Livesay stated the Policy Committee will commence a review of all policies starting in October.

CABE – Ms. McCreven reminded Board members of the CABE/CAPSS Convention in November. Board members were asked to notify the Superintendent's Office if they are attending.

ACES – No Report

NEW BUSINESS

Authorized Signer

The CSDE requires that we formally authorize the new Director of Business Services/Operations as an official signer of the district.

MOTION #6 – AUTHORIZED SIGNER (PULLO)

Move that we authorize Alfred Pullo, Jr. as a signer of the Woodbridge School District.

Dr. Fleischman
Second by Mr. Livesay
UNANIMOUS

Primary Mental Health Grant

Ms. Haverkamp presented the 2010/11 Primary Mental Grant for submission to the Connecticut State Department of Education. This grant provides supports for social/emotional behavior initiatives across grade levels K-5.

MOTION #7 – PRIMARY MENTAL GRANT 2010/11

Move that we approve the 2010/11 Primary Mental Health Grant for submission to the Connecticut State Department of Education.

Dr. Dudley-Smith
Second by Dr. Handler
UNANIMOUS

FINANCE

Dr. Handler presented the reports reviewed by the Finance Committee at their meeting of September 13.

MOTION #8 – BOARD OF EDUCATION 2010/11 MONTHLY SUMMARY FINANCIAL REPORT

Move that we accept the 2010/11 BOE Monthly Summary Financial Report, F1, submitted by the Director of Business/Operations for the period ending August 31, 2010.

Dr. Handler
Second by Ms. McCreven
IN FAVOR: Mr. Livesay, Drs. Dudley-Smith, Fleischman, Handler, Wu, Ms. Hamilton
and Ms. McCreven
AGAINST: Mr. Lindskog

MOTION PASSES 7-1-0

MOTION #9 – BOARD OF EDUCATION 2010/11 MONTHLY DETAIL FINANCIAL REPORT

Move that we approve the 2010/11 BOE Monthly Detail Financial Report, F2-6, submitted by the Director of Business/Operations for the period ending August 31, 2010.

Dr. Handler
Second by Ms. McCreven
IN FAVOR: Mr. Livesay, Drs. Dudley-Smith, Fleischman, Handler, Wu, Ms. Hamilton
and Ms. McCreven
AGAINST: Mr. Lindskog

MOTION PASSES 7-1-0

MOTION #10 – BOARD OF EDUCATION 2010/11 COMBINED FINANCIAL STATEMENTS

Move that we approve the 2010/11 BOE Combined Financial Statements, F7-8, submitted by the Director of Business/Operations for the period ending August 31, 2010.

Dr. Handler
Second by Ms. McCreven
IN FAVOR: Mr. Livesay, Drs. Dudley-Smith, Fleischman, Handler, Wu, Ms. Hamilton
and Ms. McCreven
AGAINST: Mr. Lindskog

MOTION PASSES 7-1-0

2010/11 Capital Budget Proposal

Superintendent Stella noted this was a preliminary proposal and that administration was looking for direction from the Board specifically regarding the placeholders for technology and the building project. The presentation to the Town Boards will not occur until December, however, paperwork must be submitted by October 22. Discussion ensued regarding the building project presentation earlier in the meeting as the current \$9.8m placeholder does not appear to address the identified needs for upgrade. There was general consensus that this placeholder should be increased.

MOTION #11 – BUILDING PROJECT PLACEHOLDER (CAPITAL BUDGET)

Move that we adjust the building project placeholder to a range of \$12-17 million.

Dr. Handler
Second by Mr. Lindskog
IN FAVOR: Messrs. Lindsog, Livesay, Drs. Dudley-Smith, Fleischman, Handler, Wu,
and Ms. Hamilton
AGAINST: Ms. McCreven

MOTION PASSES 7-1-0

There was agreement to move Public Comment prior to the discussion of Board Goals.

MOTION #12 – MODIFY ORDER OF AGENDA

Move that we move Public Comment up on the agenda prior to the discussion of the Board Goals.

Dr. Handler
Second by Dr. Fleischman
UNANIMOUS

PUBLIC COMMENT

Dr. Ding expressed concern regarding the program fee on MealPay and the data analysis on CMT scores.

Ms. McCreven called a brief recess (10:27 PM)

Dr. Fleischman and Mr. Lindskog left the meeting (10:29 PM)

It was agreed that as several Board members had departed during the break, that the discussion of Board Goals would be rescheduled to a later date.

OLD BUSINESS – None

MOTION TO ADJOURN: (10:32 PM)
Ms. McCreven
Second by Mr. Livesay
UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

MINUTES OF THE SPECIAL BOARD OF EDUCATION MEETING

Monday, October 4, 2010
Library Media Center, Beecher Road School

CALL TO ORDER: Sheila McCreven, Chair called the meeting to order at 7:02 PM.

BOARD MEMBERS PRESENT: Ms. Sheila McCreven, Chair; Mr. David Barkin, Dr. Clotilde Dudley-Smith, Dr. Steve Fleischman, Secretary; Ms. Margaret Hamilton, Dr. Thomas Handler and Dr. YanYun Wu (7:32 PM).

STAFF: Dr. Guy Stella, Superintendent and Marsha DeGennaro, Clerk of the Board.

MEMBERS OF THE PUBLIC: Joe Holowienko, WEA; Lisa Carlson, Adam & Judy Gorelick, Sara Lanese, Beth and Howard Likier, Stacey Schultz, Homa & Sadroldin Solati, community.

PUBLIC COMMENT

Adam Gorelick read a letter he sent to Ms. Bequary on October 3, 2010 regarding the reassignment of Mrs. Nakouzi and that he had not received a response.

Stacey Schultz – recounted her child’s educational experiences and parent concerns regarding the reassignment of Mrs. Nakouzi.

Beth Likier – echoed the sentiments expressed by Mr. Gorelick and believed administration should attain a different decision in opting to replace Mrs. Nakouzi.

Homa Solati – felt that now was not the time to switch teachers, not for students, nor parents.

Lisa Carlson – read excerpts from Responsive Classroom and did not believe the decision to move Mrs. Nakouzi was in the best interest of children, nor supported by the philosophy of Responsive Classroom.

Sara Lanese – expressed concern regarding long-term affects this decision could have for children regarding trust and loyalty and urged delaying the move until next year.

Judy Gorelick – felt the decision to move Mrs. Nakouzi was unfair to children and parents, self-serving to administration and handled irresponsibly.

Ms. McCreven advised parents that this was a Special Meeting, changes to the agenda were not allowed nor was the Board at liberty to discuss the issue. Parents were invited to attend the regular October meeting.

Ms. McCreven called a brief recess (7:23 PM). Public Session called back to order (7:28 PM).

SUPERINTENDENT’S UPDATE

Superintendent Stella apprised the Board of an unanticipated slight increase in enrollment and the start of the Interim Principal on October 1.

Dr. Wu arrived (7:32 PM).

BOE GOALS 2010/11

There was general consensus that the 2010/11 Board Goals should encompass administrative restructuring, the building project upgrade and functionality of the Board as a whole. Several Board members also advocated for defining the role of the Board in curriculum development. Concern was expressed for continuing discussions that do not achieve development of actual goals. The Board desired to be realistic and establish goals that were effective and designed to move the district forward. The Board set four goals.

Goal 1 – Administrative Structure

Examine and align the organization structure of the school to support the educational mission of the district.

Dr. Dudley-Smith
Second by Dr. Handler
UNANIMOUS

The Board was optimistic that this goal could be achieved prior to the departure of the Interim Principal in February.

Goal 2 – Facility/Grounds

Promote adoption and implementation of facility and grounds improvements in support of creating 21st century learning.

Dr. Fleischman
Second by Dr. Dudley-Smith
UNANIMOUS

The Board will participate in an in-depth discussion regarding the proposed building project to develop a greater understanding of the needs of staff, administration and the facility nuances. This will help provide a foundation to develop “fact sheets/talking points” in support of building upgrades to assure consistency in delivery of the message to the community.

Goal 3 – BOE Function

Evaluate and implement meeting structures, committee roles and functions, and the development and review of board protocols and policies.

Dr. Fleischman
Second by Dr. Handler
UNANIMOUS

Goal 4 – Student Learning

Understand and provide resources to empower the district to implement strategies to maximize individual student learning.

Dr. Fleischman
Second by Dr. Handler
IN FAVOR: Drs. Dudley-Smith, Fleischman, Handler, Wu, Ms. Hamilton and Ms. McCreven
AGAINST: Mr. Barkin

MOTION PASSES 6-1-0

There was general agreement that Board members need to develop a better understanding of the Board’s role in developing policies that support the educational structure that best meets the needs of the Town. Goals should create a vision with tangible objectives that achieve and support the goal. It was requested that a timeline for achieving each goal be developed by the next meeting.

As a Board member would not be in attendance at the October 18 meeting, a suggestion was made that the meeting structure of the Board be changed to bi-monthly meetings and committees eliminated.

MOTION #5 – MEETING STRUCTURE CHANGE

Move that we change our meeting structure and go to a two meeting a month structure (working/business meeting) starting with October 12, with the elimination of committees, except for ad hoc committees as deemed necessary.

Dr. Handler
Ms. McCreven

It was proposed that the regular meeting consist of the Superintendent’s Update, consent agenda and items requiring votes that may be of importance to the general public. The working meeting would focus on discussions pertaining to policy development, financials and curriculum initiatives. The working meeting could be slated for the second Monday of the month while the regular meeting would remain as the third Monday of the month. This meeting structure would

necessitate advance preparation by Board members to be well versed on agenda topics prior to arrival at the meeting and may require suspension of certain current board policies.

It was noted this action would impact the public at-large as well as future scheduling. It was suggested this motion be tabled until the October 18 meeting.

MOTION #6 – TABLE MOTION #5

Move that we table this motion to the October 18 regular meeting.

Ms. McCreven

Second by Dr. Dudley-Smith

UNANIMOUS

MOTION TO ADJOURN: (9:04 PM)

Dr. Dudley Smith

Second by Dr. Handler

UNANIMOUS

Recorded by Marsha DeGennaro, Clerk of the Board

Beecher Road School
Woodbridge School District
Student Enrollment As of October 4, 2010

Gr./Teacher	Girls	Boys	Total
PRE-K			
DePalma	7	13	20
KINDERGARTEN			
Belisle	8	9	17
Coleman	9	8	17
Dempsey	9	8	17
Salindardi	7	10	17
Wyman-Anctil	6	11	17
TOTAL			85

GRADE 1			
Chick	10	7	17
Navudu	10	7	17
Piascyk	10	7	17
Regan	10	7	17
Sanders	10	8	18
TOTAL			86

GRADE 2			
Buzzard	9	11	20
Halsey	11	10	21
Nakouzi	7	13	20
Schulze	9	11	20
TOTAL			81

GRADE 3			
Don	9	10	19
Hutchinson	9	8	17
Lavigne	8	11	19
Vincitorio	10	10	20
TOTAL			75

O.O.D. 3

MAGNET 3

Gr./Teacher	Girls	Boys	Total
GRADE 4			
Echeverry	8	9	18
Krawec	6	13	18
Reizfeld	10	8	18
Rourke	6	12	18
Waldron	9	7	18
TOTAL			90

GRADE 5			
Blinstrubas	10	8	18
McCollow	8	10	18
Chase	10	11	21
Concilio	7	11	17
Mulligan	10	9	19
Ngov	9	13	22
Total			115

GRADE 6			
Eleck	9	10	20
Holowienko	10	10	20
Katzen	8	11	18
Smerekanicz	13	8	21
White	10	10	20
TOTAL			99

MULTI-AGE			
Golden(Yr.1)	10	8	18
Burness(Yr.2)	11	10	21
HartRooney(Yr. 3)	8	8	17
Ahern(yr 4)	11	8	19
TOTAL			75

ENROLLMENT DATA	
B.R.S	726 (K-6:706/PreK:20)
Other	6
TOTAL	732

COMPARISON TOTALS -October 1, 2009	
B.R.S	733 (K-6:714/Pre-K:19)
Other	4
TOTAL	737

CONNECTICUT STATE DEPARTMENT OF EDUCATION

**DISTRICT
CONSOLIDATED APPLICATION
for
ESEA Federal Grants
2010-11**

	Check if Applying	Consortium Participant	Name Fiscal Agent for Consortium
ESEA Grants:			
Title I, Part A <i>Improving Basic Programs Operated by Local Educational Agencies</i>	X		
Title II, Part A <i>Teacher and Principal Training and Recruiting</i>	X		
Title III, Part A, Subpart 1 <i>English Language Acquisition and Language Enhancement</i>		X	ACES

Name of Applicant District:	Woodbridge School District	
Name of Grant Contact:	Gaeton F. Stella, Ph.D.	
Phone:	(203) 387-6631	
Fax:	(203) 397-0724	
E-mail:	gstella@woodbridge.k12.ct.us	
Address of Grant Contact:	40 Beecher Road South Woodbridge, CT 06525	
Name of Superintendent (typed):	Gaeton F. Stella, Ph.D.	
Signature of Superintendent:		Date: 10/14/10

Town Code 167District Woodbridge

**SECTION 2A: ED114 WORKSHEET FISCAL YEAR 2010-11
PUBLIC BUDGET FORM**

CODES	DESCRIPTION	Title I, Part A Improving Basic Programs SPID 20679 Program 82070 Chartfield 1: 170002	Title I, Part A <i>Neglected</i> SPID 20679 Program 82070 Chartfield 1: 170002	Title II, Part A Teacher and Principal Training SPID 20858 Program 84131 Chartfield 1: 170002	Title III, Part A English Language Acquisition SPID 20868 Program 82075 Chartfield 1: 170002
100	Personal Services/ Salaries	\$38,617			
200	Personal Services/ Employee Benefits				
300	Purchased Professional & Technical Services			11,844	\$2,197
400	Purchased Property Services				XXXXX
500	Other Purchased Services				
600	Supplies	\$1,887			
700	Property				
890	Other Objects				
930	Transferred Funds	XXXXX	XXXXX	\$4,900	XXXXX
940	Indirect Costs		XXXXX		\$139
	TOTALS	\$40,504		\$16,744	\$2,336

Woodbridge Board of Education Finance Committee Meeting

October 12, 2010

District Office Conference Room

Present: Dr. Thomas Handler, Committee Chair, Sheila McCreven, Margaret Hamilton, Board Members; Sandy Stein, Board of Selectmen Liaison; Anthony Schaefer, Board of Finance Liaison; Lori Patrick, WEA; Dr. Gaeton Stella, Superintendent, Al Pullo, Director Business Services/Operations.

Dr. Handler called the meeting to order (7:05 PM). The Committee reviewed and discussed the following items:

- Monthly Summary Financial Report through September 30, 2010
- Monthly Detail Financial Report through September 30, 2010
- Combining Financial Statements through September 30, 2010
- Monthly Cafeteria Financial Report September 2010
- 2011/12 Budget Timeline
- 2011/12 Capital Budget
- Cash Reconciliation Process

The Committee discussed reporting formats and date changes were requested on the 2011/12 Budget Timeline.

The meeting concluded at 8:40 PM.

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY DETAIL FINANCIAL REPORT**

For 3 Month Ended: September 30, 2010

Object Code	Descriptions	Adopted Budget	Budget Transfers	Expended to Date	Encumbered to Date	% Used	Available Balance	Estimated Additional	Projected Year-End Balance
110	Administrators	599,085	-	165,074	434,299	100%	(288)	-	(288)
120	Teachers - Regular	4,118,388	-	515,131	3,492,912	97%	110,346	39,000	71,346
120	Teachers - Special Education	820,356	-	108,605	673,173	95%	38,578	11,000	27,578
1201	Psychologist	149,727	-	18,918	130,809	100%	0	-	0
1203	Counselor	34,877	-	4,043	30,834	100%	-	-	-
	Sub-Total Certified Salaries	5,722,433	-	811,771	4,762,026	97%	148,636	50,000	98,636
1303	Custodians	349,071	-	45,360	101,955	42%	201,757		201,757
140	Nurses	121,856	-	11,501	109,743	99%	612		612
150	Secretaries, Clerical	317,124	-	78,679	231,916	98%	6,528		6,528
160	Paraprofessionals	402,690	-	45,174	305,948	87%	51,568		51,568
1601	Special Education Paraprofess.	250,288	-	40,752	238,241	111%	(28,706)		(28,706)
190	Salaries, Miscellaneous	28,533	-	1,717	9,648	40%	17,168	17,168	0
	Sub-Total Non-Certified Salaries	1,469,562	-	223,183	997,451	83%	248,928	17,168	231,760
	TOTAL SALARIES	7,191,995	-	1,034,954	5,759,477	94%	397,564	67,168	330,396
1906	Retirement - Sick Pay-Out	40,755	-	42,000	-	103%	(1,245)		(1,245)
220	FICA	194,271	-	28,949	-	15%	165,322	165,322	(0)
230	Merf	129,073	-	31,553	-	24%	97,520	97,520	0
270	Medical Insurance	1,939,486	-	525,986	1,366,308	98%	47,192	47,192	0
280	Life Insurance	32,491	-	5,513	26,978	100%	-		-
2902	Other Employee Benefits	15,200	-	-	4,100	27%	11,100	11,100	-
	TOTAL BENEFITS	2,351,276	-	634,001	1,397,386	86%	319,889	321,134	(1,245)

**WOODBIDGE BOARD OF EDUCATION
MONTHLY DETAIL FINANCIAL REPORT**

For 3 Month Ended: September 30, 2010

Object Code	Descriptions	Adopted Budget	Budget Transfers	Expended to Date	Encumbered to Date	% Used	Available Balance	Estimated Additional	Projected Year-End Balance
320	Professional Development	87,500	-	9,626	42,160	59%	35,714	35,714	-
330	Legal Fees	33,800	-	5,166	24,859	89%	3,775	3,775	-
340	Software Support	10,680	-	2,888	628	33%	7,164	7,164	-
350	Substitutes	28,000	-	3,940	-	14%	24,060	24,060	-
390/01	OT/PT/Consultant Services	55,500	-	-	43,390	78%	12,110	12,110	-
3902	Financial Audit	14,691	-	-	-	0%	14,691	14,691	-
390	Other Prof/Tech. Services	129,378	-	5,312	100,788	82%	23,278	23,278	0
	TOTAL PROFESSIONAL SERVICES	359,549	-	26,931	211,826	66%	120,792	120,792	0
410/01	Utilities - Electric and Water	248,051	-	30,422	201,710	94%	15,920	-	15,920
420	Heating Oil	134,685	-	(1,294)	135,979	100%	-	-	-
430	Repairs and Maintenance	39,100	-	5,312	7,975	34%	25,813	25,813	-
450	Leases and Rentals	48,211	-	4,556	55,100	124%	(11,445)	-	(11,445)
4501	Building Improvements	28,500	-	80	-	0%	28,421	28,421	(1)
490	Other Purchased Services	24,000	-	5,363	7,863	55%	10,774	-	10,774
4901	Service Contracts	49,767	-	41,107	36,030	155%	(27,370)	86,000	(113,370)
	TOTAL PROPERTY SERVICES	572,314	-	85,546	444,657	93%	42,111	140,234	(98,122)
510	Pupil Transportation-Regular	423,400	-	53,227	342,838	94%	27,335	27,335	(0)
510	Pupil Transportation-Spec. Educ.	128,300	-	10,545	93,155	81%	24,600	31,200	(6,600)
520	Insurance-General Liability	94,574	-	84,836	-	90%	9,738	-	9,738
5201	Worker's Compensation	90,860	-	89,842	-	99%	1,018	-	1,018
530	Telephone Services	18,735	-	1,384	13,616	80%	3,735	3,735	-
535	Internet	10,900	-	-	9,900	91%	1,000	-	1,000
537	Postage	6,600	-	7	600	9%	5,993	5,993	-
540	Advertising	2,800	-	-	-	0%	2,800	2,800	-
550	Interns	116,764	-	-	116,750	100%	14	-	14
560	Tuition	160,682	-	29,229	155,463	115%	(24,010)	78,212	(102,222)
590	Other Purchased Services	16,725	-	2,358	188	15%	14,179	14,179	-
	TOTAL OTHER PURCH SERVICES	1,070,340	-	271,427	732,511	94%	66,402	163,454	(97,052)

**WOODBIDGE BOARD OF EDUCATION
MONTHLY DETAIL FINANCIAL REPORT**

For 3 Month Ended: September 30, 2010

Object Code	Descriptions	Adopted Budget	Budget Transfers	Expended to Date	Encumbered to Date	% Used	Available Balance	Estimated Additional	Projected Year-End Balance
610	Instructional Supplies	180,450		46,465	26,014	40%	107,971	107,971	-
620	Computer Software	55,220	-	8,154	3,551	21%	43,516	43,516	-
625	Supplies Nurses	1,800	-	188	-	10%	1,612	1,612	-
630	Supplies Custodial	44,000	-	3,574	9,166	29%	31,260	31,260	-
635	Supplies Office	14,100	-	1,543	1,237	20%	11,319	11,319	(0)
640	Books and Audio Visual	15,000	-	0	-	0%	15,000	15,000	-
645	Subscriptions	8,945	-	222	-	2%	8,723	8,723	-
650	Testing	8,000	-	-	4,585	57%	3,415	3,415	-
690	Misc. Supplies	3,700	-	-	-	0%	3,700	3,700	-
	TOTAL SUPPLIES & MATERIALS	331,215	-	60,147	44,553	32%	226,515	226,515	(0)
730	Equipment - Office	-	-	-	-	0%	-	-	-
732	Computer Hardware	16,940	-	998	560	0%	15,382	15,382	-
735	Equipment - Teaching	18,100	-	-	-	0%	18,100	18,100	-
740	Equipment - Building	4,600	-	898	-	20%	3,702	3,702	-
745	Furniture	7,800	-	-	651	8%	7,149	7,149	-
	TOTAL PROPERTY	47,440	-	1,896	1,212	7%	44,332	44,332	-
810	Dues and Fees	20,151	-	11,594	215	59%	8,342	8,342	-
825	Unemployment	13,025	-	-	13,025	100%	-	-	-
900	Other Fees	35,487	-	2,240	31,160	94%	2,087	2,087	0
	TOTAL DUES AND FEES	68,663	-	13,834	44,400	85%	10,429	10,429	0
	TOTAL ADOPTED BUDGET	11,992,792	-	2,128,736	8,636,020	90%	1,228,036	1,094,059	133,977

Woodbridge Board of Education
Expenditures by Object
Financial Analysis
For Fiscal Year 2010-2011

September 2010

OBJECT 120 – TEACHERS

The projected surplus reflects savings realized from certified staff retirements and staffing changes.

OBJECT 1303 – CUSTODIANS

We are projecting a surplus as a result of staffing changes and the use of a service contractor to aide in the building cleaning.

OBJECT 150 SECRETARIES, CLERICAL

The projected surplus reflects savings realized from secretarial staff retirement.

OBJECT 520 - INSURANCE-GENERAL LIABILITY

We are currently projecting a surplus in this account due to lower than anticipated policy premium billing.

OBJECT 5201 – WORKER'S COMPENSATION

We are currently projecting a surplus in this account due to lower than anticipated policy premium billing under a new carrier. The previous month end surplus has been reduced by the payment to MIRMA of an unanticipated premium billing to both the Town and District.

OBJECT 4901 – SERVICE CONTRACTS

The projected deficit is the result of using a service contractor for custodial services. The anticipated surplus in custodial salaries is greater than the anticipated deficit in this account.

OBJECT 560 - TUITION

We are currently projecting a deficit in this account due to increased level of services, since the budget submission, obligated under the special needs students' IEP.

**WOODBRIAGE BOARD OF EDUCATION
MONTHLY SUMMARY FINANCIAL REPORT
For 3 Month Ended September 30, 2010**

OBJ #	DESCRIPTION	Adopted Annual Budget w/Transfers	Monthly Budget	Monthly Actual	\$ Variance (Over) Under	Year To Date Budget	Year To Date Actual	Year To Date \$ Variance (Over)Under
100	TOTAL SALARIES	7,191,995	574,618	545,824	28,794	1,101,730	1,034,954	66,775
200	TOTAL BENEFITS	2,351,276	180,470	194,400	(13,930)	593,930	634,001	(40,071)
300	TOTAL PROFESSIONAL SERVICES	359,549	23,418	14,725	8,692	41,433	26,931	14,502
400	TOTAL PROPERTY SERVICES	572,314	36,753	43,223	(6,469)	88,930	85,546	3,384
500	TOTAL OTHER PURCHASED SERVICES	1,070,340	67,525	86,470	(18,945)	284,652	271,427	13,225
600	TOTAL SUPPLIES & MATERIALS	331,215	46,894	25,791	21,103	125,716	60,147	65,570
700	TOTAL PROPERTY	47,440	7,650	-	7,650	19,080	1,896	17,184
800	TOTAL DUES AND FEES	68,663	26,200	3,283	22,917	34,995	13,834	21,161
	TOTAL ADOPTED BUDGET	11,992,792	963,529	913,716	49,812	2,290,466	2,128,736	161,730

COMMENTS

1. Savings realized from retirements and staff infrastructure changes \$66,775.
2. Health Insurance Cost Share Reimbursements (26,319) MERF Timing Diff (\$13,752).
3. Prof Dev Timing \$3,764, Software Support Favorable \$1,508, OT/PT Timing \$9,230.
4. Electricity Favorable to Budget \$3,384.
5. W/Comp Ins under buget \$9,738, Liability Ins under budget \$1,018, Other Purchased Services Timing \$2,469.
6. Timing difference on supply purchases - Instructional \$12,017, Books and A/V \$15,000, Custodial & Office \$38,553.
7. Timing difference on equipment purchases \$17,184.
8. Timing on Ezra Nurse \$23,807 General Dues (\$2,646).

SPECIAL EDUCATION BREAKOUT

OBJ #	DESCRIPTION	Adopted Annual Budget	Monthly Budget	Monthly Actual	\$ Variance (Over) Under	Year To Date Budget	Year To Date Actual	Year To Date Variance (Over)Under
390	OT/PT SERVICES	37,500	3,750	0	3,750	11,250	0	11,250
3901	CONSULTANTS	18,000	1,800	0	1,800	5,400	0	5,400
510	TRANSPORTATION	128,300	12,830	5,699	7,131	38,490	10,545	27,945
560	TUITION	142,000	14,200	14,219	(19)	42,600	29,229	13,371
	TOTALS	325,800	32,580	19,918	12,662	97,740	39,774	57,966

Woodbridge Board of Education
Combining Balance Sheets as of 9/30/10 (Unaudited)

	Total	Café	Special Revenue			Agency
			Extended Day	Field Trips	Expendable Trust/SEP	Activity Fund
Assets:						
Cash	\$ 104,560	\$ 13,395	\$ 66,485	\$ 3,040	\$ 19,783	\$ 1,857
Prepaid expenses	-					
Accounts receivable	3,829	2,222	754	\$ 581	\$ 272	
Intergovt Receivable	2,820	2,820		-		
Inventory	5,072	5,072				
Total Assets	116,281	23,509	67,239	3,621	20,055	1,857
Liabilities and Fund Balance						
Liabilities:						
Amounts held as agent	-				-	-
Accounts payable	5,374	3,167	1,611	320	276	-
Deferred revenue	12,553	-	12,553			
Wages payable	-					
Total Liabilities	17,927	3,167	14,164	320	276	-
Fund Balance	98,355	20,342	53,075	3,302	19,779	1,857
Total Liabilities and Fund Balance	\$ 116,281	\$ 23,509	\$ 67,239	\$ 3,621	\$ 20,055	\$ 1,857
Activity Fund:						
Administrative Fund						\$ -
Drama						744
ODAC						459
PTO						276
Technology						\$ 378
Total						\$ 1,857

Woodbridge Board of Education
 Combining Statement of Revenues & Expenditures
 for the 3 Months Ended 9/30/10 (Unaudited)

	Special Revenue						Agency
	Total	Café	Extended Day	Field Trips	Summer Programs	Expendable Trust	Activity Fund
Revenues:							
Charges for services	\$ 197,376	\$ 31,947	\$ 82,839	\$ 1,430	\$ 81,160	\$ -	\$ -
Intergovernmental	2,672	2,672					
Donations	-						
Other income	-						
Additions	-						-
Total revenues/additions	200,048	34,619	82,839	1,430	81,160	-	-
Expenditures:							
Wages, FICA, MERF	131,380	12,737	54,342		64,301		
Medical Insurance	-	-					
Cost of food sold	12,196	12,196					
Equipment	-	-	-				
Other Expenses	22,029	2,206	12,128	677	6,045	33	940
Deductions	-						
Total expenditures/deductions	165,605	27,139	66,470	677	70,346	33	\$ 940
Excess (deficiency) of revenues over expenditures before operating transfer in	35,383	7,480	16,369	753	10,814	(33)	
Operating transfer in	-	-	-		-		
Excess (deficiency) of revenues over expenditures after operating transfer in	35,383	7,480	16,369	753	10,814	(33)	
Fund Balance, ending	\$ 81,053	\$ 15,212	\$ 34,346	\$ 2,533	\$ 20,951	\$ 8,011	

Woodbridge Board of Education Timeline for 2011-2012 Operating Budget

Date	Description
10/6/2010 Submit budget worksheets to Administrators
10/21/2010 Administrators return budget worksheets to Business Manager
10/22/2010 Business Manager compiles submitted budgets
10/27/2010 Review budget with Principals
10/27/2010 Review budget for Special Ed with Director
10/27/2010 Review budget for Central Office
10/27/2010 Review budget with Facility Manager
11/1/2010 Submit budget to Superintendent for review
11/4/2010 Compile budget based on Superintendent revisions
11/4/2010 Review budget with Administrators
11/8/2010 Superintendent budget update to BOE
12/13/2010 Budget submission to BOE
1/10/2011 BOE votes on budget
Jan-2011 Budget submitted to Town
Feb-2011 Present to BOS & BOF
Apr-2011 Public Hearing
May-2011 Final BOE budget approved at Town Meeting
May-2011 Final budget approved by Board of Education
Jun-2011 Communicate approved budget to Administrators

FY 2011-2012 CAPITAL BUDGET
BOARD OF EDUCATION

Woodbridge Board of Education
 Summary Capital Budget Request
 Fiscal Year End 2012

10/15/2010

Description	Total	Priority	FYE 12	FYE 13	FYE 14	FYE 15	FYE16	FYE17
Technology Replacement & Improvement	894,000	1	149,000	149,000	149,000	149,000	149,000	149,000
MAJOR INFRASTRUCTURE UPGRADE & BUILDING RENOVATIONS	15,000,000	2						
Project comprised of all components as previously discussed		**	15,000,000					
Grounds/Landscape Projects	42,000	3	21,000	21,000				
Resurface all asphalt paving at Beecher School	113,484	4		113,484				
Kitchen Equipment	63,000	5	12,000	15,000	4,000	0	32,000	0
Total	\$ 16,112,484		\$ 15,182,000	\$ 298,484	\$ 153,000	\$ 149,000	\$ 181,000	\$ 149,000
NOTE:								
* Costs have <u>not</u> been updated to include inflation from the prior year.								
** Capital plan item request is pending a Tri-Board meeting to allow for consideration of all options available.								

**TOWN OF WOODBRIDGE
ITEMIZED CAPITAL BUDGET REQUEST**

1) Project:	Computers, Servers and Technology Equipment						
2) Department:	Board of Education						
3) Project Background, Purpose and Objectives:	Cyclical replacement of computers and services to maintain current technology needs						
Estimated Expenditures by Fiscal Year							
4) Project Costs & Schedule	FY12	FY13	FY14	FY15	FY16	FY17	Six-Year Total
A. Planning & Engineering							\$ -
B. Land & ROW							\$ -
C. Construction							\$ -
D. Equipment Purchase	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 894,000
TOTALS	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 894,000
E. Operating Costs							\$ -
5) Proposed Financing							
		% Percent					% Percent
General Fund		100%		Federal Aid			
Bond Issue				Other			
6) Comments:							

TOWN OF WOODBRIDGE
Itemized Capital Budget Request

1) Project:	Major Infrastructure Upgrade & Building Renovations						
2) Department:	Board of Education						
3) Project Background, Purpose and Objectives:	<p>Much of the building and its infrastructure are over 35 years old. Operation is inefficient and maintenance requirements are more difficult and less cost effective. There is also increased risk of failure to much of the HVAC equipment.</p>						
	Estimated Expenditures by Fiscal Year						
4) Project Costs & Schedule	FY12	FY13	FY14	FY15	FY16	FY17	Six-Year Total
A. HVAC Equipment Replace (incl. Boilers)	\$ 2,989,674						\$ 2,989,674
B. Install Air Conditioning	\$ 2,150,479						\$ 2,150,479
C. Window Replacement	\$ 1,111,078						\$ 1,111,078
D. Ceiling Tiles, Casework, Paint	\$ 626,168						\$ 626,168
E. Electrical, Light Fixtures	\$ 290,644						\$ 290,644
F. Code Items	\$ 640,687						\$ 640,687
G. Exterior Doors, Fascia, Walls	\$ 306,675						\$ 306,675
H. Faucets, Sinks, Toilets	\$ 220,910						\$ 220,910
I. Roof	\$ 779,895						\$ 779,895
J. General and Repair (i.e. ext. paint)	\$ 534,240						\$ 534,240
K. Soft Costs	\$ 4,993,992						\$ 4,993,992
L. Other	\$ 355,558						\$ 355,558
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
TOTALS	\$ 15,000,000						\$ 15,000,000
	% Percent		% Percent				
General Fund	90%	State Aid	10%				
Bond Issue		Other					
6) Comments:							

TOWN OF WOODBRIDGE
Itemized Capital Budget Request

1) Project:	Grounds/Landscape						
2) Department:	Board of Education						
3) Project Background, Purpose and Objectives:	Various projects to improve appearance and safety of school campus. (i.e. erosion retention plantings, ground/brush clearing, swingset/playground mulch, track border repair, directional signs.						
	Estimated Expenditures by Fiscal Year						
4) Project Costs & Schedule	FY12	FY13	FY14	FY15	FY16	FY17	Six-Year Total
A. Planning & Engineering							\$ -
B. Land & ROW							\$ -
C. Construction	\$ 21,000	21,000	\$ -				\$ 42,000
D. Equipment Purchase							\$ -
TOTALS	\$ 21,000	\$ 21,000	\$ -	\$ -	\$ -	\$ -	\$ 42,000
E. Operating Costs							\$ -
5) Proposed Financing		% Percent			% Percent		
General Fund		100%		Federal Aid	0%		
Bond Issue				Other			
6) Comments:							

**TOWN OF WOODBRIDGE
ITEMIZED CAPITAL BUDGET REQUEST**

1) Project:	Beecher Road School - Asphalt Paving						
2) Department:	Board of Education						
3) Project Background, Purpose and Objectives:	Resurface all asphalt paving at Beecher Road School.						
	Estimated Expenditures by Fiscal Year						
4) Project Costs & Schedule	FY12	FY13	FY14	FY15	FY16	FY17	Six-Year Total
A. Planning & Engineering							\$ -
B. Land & ROW							\$ -
C. Construction		\$ 113,484					\$ 113,484
D. Equipment Purchase							\$ -
TOTALS	\$ -	\$ 113,484	\$ -	\$ -	\$ -	\$ -	\$ 113,484
E. Operating Costs							\$ -
5) Proposed Financing		% Percent					% Percent
General Fund		100%		Federal Aid			
Bond Issue				Other			
6) Comments:							

**TOWN OF WOODBRIDGE
ITEMIZED CAPITAL BUDGET REQUEST**

1) Project:	Kitchen Equipment						
2) Department:	Board of Education						
3) Project Background, Purpose and Objectives:	Kitchen equipment replacement based upon life cycle.						
Estimated Expenditures by Fiscal Year							
4) Project Costs & Schedule	FY12	FY13	FY14	FY15	FY16	FY17	Six-Year Total
A. Planning & Engineering							\$ -
B. Land & ROW							\$ -
C. Construction							\$ -
D. Equipment Purchase	\$ 12,000	\$ 15,000	\$ 4,000	\$ -	\$ 32,000	\$ -	\$ 63,000
TOTALS	\$ 12,000	\$ 15,000	\$ 4,000	\$ -	\$ 32,000	\$ -	\$ 63,000
E. Operating Costs							\$ -
5) Proposed Financing		% Percent					% Percent
General Fund		100%		Federal Aid			
Bond Issue				Other			
6) Comments:							

Bylaws of the Board

Committee of the Whole

The Woodbridge Board of Education shall act as a committee of the whole in final consideration of all matters. No member or sub-committee has authority to act as an individual or group on behalf of the Board unless specifically directed to do so by the Board as a whole.

Legal Reference

Connecticut General Statutes

1-200 Definitions

1-225 Meetings of Government Agencies to be Public

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 10/17/05

Bylaws of the Board

Special Committees/Advisory Committees

The chairperson shall appoint such temporary and special committees as shall be deemed necessary or advisable by the Board of Education, and the chairperson shall be, ex officio, a member of each committee. The duties of the committee shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

The chairperson of each appointed committee shall keep other members of the Board informed of the activities of the committee through the chairperson of the Woodbridge Board of Education.

All committees of the Board of Education shall follow the provisions of the Freedom of Information Act as required by statute.

Legal Reference: Connecticut General Statutes
1-200 through 1-241 of the Freedom of Information Act
1-200 Definitions
1-226 Meetings of Government Agencies to be Public

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 10/17/05

Bylaws of the Board

Standing Committees

The following shall be the standing committees of the Woodbridge Board of Education. The Chairperson shall appoint at least three Board members to each committee and may revise committee appointments at any time. The Chairperson shall be an ex-officio member of each committee. The Woodbridge Education Association and the Beecher Road School PTO may each designate one individual per committee to represent the respective organization at committee meetings. The Superintendent is a member of each committee and may appoint up to two additional administrators/ supervisors to serve on each committee. Policy decisions of the committees are non-binding, only the Woodbridge Board of Education may determine policy.

The standing committees:

- A. Finance
- B. Policy
- C. Facilities
- D. Curriculum

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 11/00; Revised 8/20/01; Revised 1/22/02; Revised and Approved 10/20/03; Revised 11/15/04; Revised 9/19/05; Reviewed and Approved: December 15, 2008

Bylaws of the BoardStanding CommitteesFacilities Committee

A Facilities Committee consisting of those members of the Woodbridge Board of Education appointed by its Chairperson shall be a standing committee of the Board. The Facilities Committee shall meet as needed:

1. To serve as Board of Education liaison on matters relating to the effective utilization, operation and maintenance of the school facilities.
2. To study, investigate and examine, when necessary, future building and grounds needs of the district and report such findings to the Board.
3. To serve as Board of Education liaison on the review of the district's five-year capital improvement plan.

The Facilities Committee will make recommendations for action to the Board as necessary.

Legal Reference

Connecticut General Statutes

1-200 through 1-241 of the Freedom of Information Act

1-200 Definitions

1-226 Meetings of Government Agencies to be Public

10-220 Duties of Boards of Education

Adopted by the Board: December 15, 2008

Bylaws of the Board

Suspension of Policies, Bylaws, and Regulations

Policies, bylaws and Woodbridge Board of Education adopted regulations shall be subject to suspension for a specified purpose and a limited time by a majority vote of all members of the Board at a meeting in the call for which the proposed suspension is described in writing, or upon a two-thirds vote of all members of the Woodbridge Board of Education when no such written notice has been given.

Legal Reference: Connecticut General Statutes
10-221 Boards of Education to Prescribe Rules, Policies and
Procedures

Robert's Rules of Order, Newly Revised

Adopted by the Board: 11/05/79; Revised 1993; Approved 3/29/93; Revised 11/21/05